



**Policy:** 1130  
**Procedure:** 1130.03  
**Chapter:** Research  
**Rule:** COMPSTAT (Computer Aided Statistics)

**Effective:** 12/8/08  
**Replaces:** N/A  
**Dated:** N/A

**Purpose:**

The Arizona Department of Juvenile Corrections (ADJC) uses the Computer Aided Statistics (COMPSTAT) process to collect, analyze, and map crime/incident data and other essential performance measures on a regular basis and hold managers accountable for their performance to encourage successful outcomes and a safe environment for both juveniles and employees.

**Rules:**

1. In order for the COMPSTAT process to work effectively, **ADJC PERSONNEL** shall enter all incident related information into Youthbase in a timely and accurate manner.
2. **SECURE CARE FACILITY SUPERINTENDENTS AND ASSISTANT SUPERINTENDENTS** shall ensure action plans are developed for dealing with issues indicated by the COMPSTAT crime/incident mapping data. The action plan(s) shall:
  - a. Be entered into the Biweekly Automated Compstat system located in the Crime/Incident mapping program;
  - b. Be comprehensive;
  - c. Be flexible;
  - d. Be adaptable to changing trends;
  - e. Involve all stake holders at all levels within the organization to include:
    - i. Facility leadership;
    - ii. Housing Unit Managers;
    - iii. Multidisciplinary Teams (MDT);
    - iv. Education;
    - v. Juvenile Ombuds (JO);
    - vi. Mental health services; and
    - vii. Medical;
  - f. Identify the:
    - i. Issue;
    - ii. Plan and subsequent goals;
    - iii. Responsible person(s) to carry out the action plan;
    - iv. Estimated completion time; and
    - v. Actual completion time.
3. Once an action plan has been developed, **SECURE CARE FACILITY SUPERINTENDENTS AND ASSISTANT SUPERINTENDENTS** shall:
  - a. Deploy personnel and resources rapidly to assist with managing the identified issue/s;
  - b. Focus resources on the identified issue(s);
  - c. Act to ensure a safe environment; and
  - d. Act with a sense of urgency.
4. **SECURE CARE FACILITY SUPERINTENDENTS AND ASSISTANT SUPERINTENDENTS** shall:
  - a. Follow up to ensure action plan(s) have been completed;
  - b. Assess outcomes; and
  - c. Act to alleviate future problems/issues by developing and improving systems and/or practices if needed.
5. **AGENCY LEADERSHIP** shall hold bi-weekly COMPSTAT meetings.
  - a. The following personnel and/or designee(s) shall attend in person or via video-conference:

**Procedure No. 1130.03 COMPSTAT (Computer Aided Statistics)**  
**Page 2 of 2**

- i. Director;
  - ii. Deputy Director;
  - iii. Superintendent of Education;
  - iv. Clinical Director;
  - v. Assistant Director, Legal Systems;
  - vi. Chief Administrator of Inspections and Investigations;
  - vii. Chief Administrator of Safe Schools;
  - viii. Quality Assurance Administrator,
  - ix. Gang Intelligence Officer;
  - x. Research and Development Administrator;
  - xi. Secure Facility leadership; and
  - xii. Any other employee or administrator as deemed necessary.
- b. **SECURE FACILITY LEADERSHIP** shall:
- i. Complete all COMPSTAT reports (generated by the automated COMPSTAT system) with action plans before the bi-weekly COMPSTAT meeting;
  - ii. Present time-bound actions plans that address issues for problematic juveniles;
  - iii. Present any other management initiatives that promote a safe environment.
- c. The **BI-WEEKLY COMPSTAT MEETING PARTICIPANTS** shall discuss and provide input for all current and proposed intervention strategies and action plans found in the COMPSTAT report;
- d. The **DIRECTOR, DEPUTY DIRECTOR, OR DESIGNEE** may request additional action plans and/or follow-ups from the Secure Facility Leadership for the next bi-weekly COMPSTAT meeting.

**Signature Date**

12/9/08

**Approved by Process Owner**

John Vivian, Administrator

**Effective Date**

12/9/08

**Approved by**

Michael D. Branham, Director